

# Reciprocity

The Department can grant certification through reciprocity to operators who hold a valid water treatment or distribution certificate issued by another State. Reciprocity is offered for Grades 1 – 3 for both water treatment and distribution. In order to receive certification through reciprocity you must submit the following items.

- ✓ The reciprocity application completely filled out and signed.
- ✓ The application fee payable to DHS-OCP, (fee is listed on the application)
- ✓ A copy of the water treatment or distribution certificate from another State
- ✓ A copy of certificates of completion for any water treatment or distribution courses that you attended.

The Department will compare your education and experience to that required for certification as a water treatment or distribution operator in California to make a determination. If your education and experience is equitable to the California requirements you will receive certification. Be sure to fill out the application completely.

## APPLICATION FOR RECIPROCITY

Operator Number:		Comments:	Date received
App. OK	Qualified for		
Experience	Education		
M/R	Filtration		
PIF sent			

**PLEASE DO NOT WRITE ABOVE THIS LINE**

*Please type or print legibly in ink:*

### 1. PERSONAL INFORMATION

Name (last, first, middle initial)			Date of birth	Social Security number	
Address Street			Work telephone number ( )		
City	State	Zip code	Home telephone number ( )		
Have you ever been certified in the State of California, as a <i>potable water treatment operator</i> ? <input type="checkbox"/> Yes <input type="checkbox"/> No			Operator No.	Grade	Issue date

### 2. CURRENT CERTIFICATION

In what State were you *originally* certified? \_\_\_\_\_

In what State are you currently a certified operator? \_\_\_\_\_

Is your certification current and valid?      [ ] Yes      [ ] No

Certificate number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

How many levels of certification are defined in the state you are certified? \_\_\_\_\_ What is the highest? \_\_\_\_\_

At what level are you certified? \_\_\_\_\_

Did you receive this certification by reciprocity from another State?      [ ] Yes      [ ] No

Were you required to pass a written exam in order to be certified?      [ ] Yes      [ ] No

Who do we contact in your state for certification verification?

Contact Name: \_\_\_\_\_ Address: \_\_\_\_\_

### 3. CALIFORNIA CERTIFICATION

What grade of certification are you applying for in California? (Please circle one) The certification unit will compare your education and experience to the minimum qualifications required by California operators to determine if you qualify for that grade. If you do not qualify for the requested grade the Department may grant reciprocity at a lower level.

Water Treatment Operator (T1), (T2), (T3)

Water Distribution Operator (D1), (D2), (D3)

## CERTIFICATION FEES

Grade 1 = \$70.00	Grade 2 = \$80.00	Grade 3 = \$120.00		
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### 4. EDUCATION

High school graduate <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> ED	College graduate <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of graduation	
Date	Major		Date
Name and location of high school	Name and location of college		Category

### SPECIALIZED TRAINING

You must attach legible copies of transcripts or certificates of completion (noting number of hours completed) as proof of course work. Please include only material which verifies courses in water treatment or distribution.

Course title	Units/hours	Date completed
Instructor's name	College or school	
Course title	Units/hours	Date completed
Instructor's name	College or school	
Course title	Units/hours	Date completed
Instructor's name	College or school	
Course title	Units/hours	Date completed
Instructor's name	College or school	
Course title	Units/hours	Date completed
Instructor's name	College or school	

### 5. EXPERIENCE - GRADE 3

Experience credit is given for hands-on work performed as a certified drinking water treatment or distribution operator in a potable treatment plant. The water you have treated must be distributed from the treatment plant to the public for consumption. Treatment credit is not given for work performed in a pilot plant, electrical work, calibration, cross-connection control, or maintenance.

List current employment first. Give a detailed description of your operator experience. You must specify the average number of hours per week spent in the operation of potable water treatment equipment.

**IF ADDITIONAL SPACE IS NEEDED TO LIST YOUR EXPERIENCE,**  
**PLEASE MAKE A COPY OF THIS PAGE, COMPLETE, AND ATTACH TO YOUR APPLICATION.**

From:	To:	Hours a week spent on hands-on WT duties:	Position Title:	Plant description:
			Number of WT operators supervised:	
Job description:				Employer's name/address:
What classification was this water system?				
I certify that to the best of my knowledge, the information provided above by the applicant is true and correct.				
Supervisor's signature		Operator number		Date
Printed name		Title		Telephone number

  

From:	To:	Hours a week spent on hands-on WT duties:	Position title:	Plant description:
			Number of WT operators supervised:	
Job description:				Employer's name/address:
I certify that to the best of my knowledge, the information provided by the applicant above is true and correct.				
Supervisor's signature		Operator number		Date
Printed name		Title		Telephone number

## 6. SIGNATURE OF APPLICANT:

I, the undersigned, certify that I am the above-named applicant; that all statements made on this application are true and correct; that I understand that any misrepresentation may result in ineligibility for the examination applied for or revocation of any certificate granted, pursuant to Section 106876 of the Health and Safety Code.

Original signature

Date

## PRIVACY ACT DISCLOSURE

This information is required by the State Department of Health Services, Drinking Water Technical Programs Branch. the authority for maintaining the requested information is the California Code of Regulations, Title 22. All information requested on the application form must be provided by the applicant. Failure to complete any portion of this form may result in delay or denial of eligibility for examination and/or certification. The information provided is used to evaluate the applicant's eligibility for examination and certification as a water treatment facility operator. No transfers of this information are anticipated. For more information, or access to your records, contact the Operator Certification Program, Drinking Water Technical Programs Branch, P.O. box 997413, MS#7417, Sacramento, CA 95899-7413. Telephone number is (916) 449-5611.

## California Requirements for examination and certification.

Grade Level	Criteria for Taking Treatment Exam (Section 63775)	Criteria for Treatment Certification (Section 63800)
T1	High School Diploma or GED (may substitute successful completion of the "Basic Small Water System Operations" course provided by the Department or 1 year of relevant experience as specified in section 63775(b)(2))	Successful completion of the T1 exam
T2	<ol style="list-style-type: none"> <li>1. High School Diploma or GED (may substitute identical to above)</li> <li>2. Successful completion of at least one course (36 contact hours) of specialized training covering the fundamentals of drinking water treatment</li> </ol>	Successful completion of the T2 or T3 exam
T3	<ol style="list-style-type: none"> <li>1. High School Diploma or GED</li> <li>2. Successful completion of at least two courses of specialized training that includes at least one course covering the fundamentals of drinking water treatment</li> </ol>	<ol style="list-style-type: none"> <li>1. Successful completion of the T3 exam</li> <li>2. 1 year of operator experience working as a certified T2 operator for a T2 facility or higher <b>(may be substituted with (C) below)</b></li> <li>3. 1 additional year of operator experience working as a certified treatment operator (may be substituted with (A), (B), or (D) below)</li> </ol>
T4	<ol style="list-style-type: none"> <li>1. Possess a valid T3 certificate</li> <li>2. Successful completion of at least three courses of specialized training that includes at least two courses in drinking water treatment</li> </ol>	<ol style="list-style-type: none"> <li>1. Successful completion of the T4 exam</li> <li>2. 1 year of operator experience working as a Chief or Shift operator, while holding a valid T3 certificate, at a T3 facility or higher <b>(may be substituted with (C) below)</b></li> <li>3. 3 additional years of operator experience working as a certified treatment operator (may be substituted with (A) or (D) below)</li> </ol>
T5	<ol style="list-style-type: none"> <li>1. Possess a valid T4 certificate</li> <li>2. Successful completion of at least four courses of specialized training that includes at least two courses in drinking water treatment</li> </ol>	<ol style="list-style-type: none"> <li>1. Successful completion of the T5 exam</li> <li>2. 2 years of operator experience working as a Chief or Shift operator, while holding a valid T4 certificate, at a T4 facility or higher <b>(no substitutions)</b></li> <li>3. 3 additional years of operator experience working as a certified treatment operator (may be substituted with (A) or (D) below)</li> </ol>

### Experience Substitutions for Certification, as referenced above:

(A) A degree earned at an accredited academic institution may be substituted as follows:

- An **Associate degree** or **certificate** in water or wastewater technology that includes at least 15 units of physical, chemical, or biological science may be used to fulfill 1 year of operator experience (section 63800(f)(1)).
- A **Bachelors degree** in engineering or in physical, chemical, or biological sciences may be used to fulfill 1.5 years of operator experience (section 63800(f)(2)).
- A **Masters degree** in engineering or in physical, chemical, or biological sciences may be used to fulfill 2 years of operator experience (section 63800(f)(3)).

(B) A certified operator may substitute on a day-for-day basis experience gained while working with lead responsibility for water quality related projects or research (section 63800(g)).

(C) If the applicant has a bachelor of science or a master of science degree, completion of a comprehensive operator training program pursuant to section 63800(h) may be substituted for the experience requirement.

(D) Experience gained as a certified waste water treatment plant operator may be used to substitute up to two years of the operator experience requirements. Each two months of experience as a waste water treatment plant operator shall be considered equivalent to one month of water treatment facility operator experience (section 63800(i)).

Grade Level	Criteria for Taking Distribution Exam (Section 63780)	Criteria for Distribution Certification (Section 63805)
D1	High School Diploma or GED (may substitute successful completion of the "Basic Small Water System Operations" course provided by the Department or 1 year of relevant experience as specified in section 63780(b)(2))	Successful completion of the D1 exam
D2	<ol style="list-style-type: none"> <li>1. High School Diploma or GED (may substitute identical to above)</li> <li>2. Successful completion of at least one course (36 contact hours) of specialized training in water supply principles</li> </ol>	Successful completion of the D2 exam
D3	<ol style="list-style-type: none"> <li>1. Possess a valid D2 or interim D3 or higher certificate</li> <li>2. Successful completion of at least two courses of specialized training that includes at least one course in water supply principles</li> </ol>	<ol style="list-style-type: none"> <li>1. Successful completion of the D3 exam</li> <li>2. 1 year of operator experience working as a certified D2, interim D3 or higher, or temporary D3 operator for a D2 system or higher <b>(no substitutions)</b></li> <li>3. 1 additional year of operator experience working as a distribution operator (may be substituted with (A) or (B) below)</li> </ol>
D4	<ol style="list-style-type: none"> <li>1. Possess a valid D3 or interim D4 or higher certificate</li> <li>2. Successful completion of at least three courses of specialized training that includes at least two courses in water supply principles</li> </ol>	<ol style="list-style-type: none"> <li>1. Successful completion of the D4 exam</li> <li>2. 1 year of operator experience working as a certified D3, interim D4 or higher, or temporary D4 operator, at a D3 system or <b>higher (no substitutions)</b></li> <li>3. 3 additional years of operator experience working as a distribution operator (may be partially substituted with (A) below)</li> </ol>
D5	<ol style="list-style-type: none"> <li>1. Possess a valid D4 or interim D5 certificate</li> <li>2. Successful completion of at least four courses of specialized training that includes at least two courses in water supply principles</li> </ol>	<ol style="list-style-type: none"> <li>1. Successful completion of the D5 exam</li> <li>2. 2 years of operator experience working as a certified D4, interim D5, or temporary D5 operator for a D4 or D5 system</li> <li>3. 3 additional years of operator experience working as a distribution operator (may be partially substituted with (A) below)</li> </ol>

### Experience Substitutions for Certification, as referenced above:

(A) A degree earned at an accredited academic institution may be substituted as follows:

- An **Associate degree or certificate** in water or wastewater technology or distribution that includes at least 15 units of physical, chemical, or biological science may be used to fulfill 1 year of operator experience (section 63805(f)(1)).
- A **Bachelors degree** in engineering or in physical, chemical, or biological sciences may be used to fulfill 1.5 years of operator experience (section 63805(f)(2)).
- A **Masters degree** in engineering or physical, chemical, or biological sciences may be used to fulfill 2 years of operator experience (section 63805(f)(3)).

(B) A certified operator may substitute on a day-for-day basis the experience gained while working with lead responsibility for water quality or quantity related projects or research (section 63805(g)).